



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF BILIRAN

January 7, 2021

DIVISION MEMORANDUM
No. 008, s. 2021

DIVISION OFFICE DISINFECTION FOR CY 2021

To: Asst. Schools Division Superintendent
Chiefs, SGOD and CID
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All SDO Personnel

1. As part of this Office regular upkeep and in view of the continuing threat of COVID-19, a monthly disinfection is scheduled **every last Friday of the month** except in December, from 1:00 to 5:00 PM, with the following schedule:

January 29, 2021	July 30, 2021
February 26, 2021	August 27, 2021
March 26, 2021	September 24, 2021
April 30, 2021	October 29, 2021
May 28, 2021	November 26, 2021
June 25, 2021	December 29, 2021

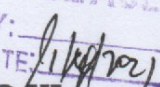
2. The activity aims to ensure the safety and well-being of all Division Office personnel in reporting to their respective offices.

3. The SDO personnel are advised to secure or cover all office equipment and documents prior to the disinfection. Office work shall be suspended during the disinfection.

4. The Utility Workers, with the supervision of the Supply Officer are directed to implement the disinfection activities. All concerned personnel must wear face masks, face shield, gloves and raincoat during the disinfection.

5. Immediate and wide dissemination of this memorandum are desired.


JUDELLA R. LUMPAS EdD, CESO/VI
OIC, Schools Division Superintendent

DIVISION OF BILIRAN
NAVAL, BILIRAN
RELEASED
BY: 
DATE: 1/14/2021

AU-NGP



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